

### CHAPTER III GENERAL DEFINITIONS

3-1. Project/Sub-projects/Contract. The terms project, sub-project and contract when used to define Data Item "date", "amount", "percent", "modification" or "name" are understood to be describing a line item with a unique Key (2040) and may be a part of a contract or a combination of multiple contracts. "Modification", "contract", "contractor", "percent", "narrative", "date", "modification" and "amount" entries are directly related to the line item and must accurately reflect the line item in all respects. For example amounts must be only those for the line item Type Fund Code (2370). If more than one Type Fund is used, then an equivalent number of line items (13 Records) must be used. Line items which describe studies; contracts in support of other line items (surveys); or activities which will not result in a follow-on construction or operations and maintenance (O&M) contract should show a Type Construction Code (2360) of "N - no construction effort involved". Other data items may be used as appropriate.

3-2. Contract/Project Modification (Change Order). A documented change to the original scope, or a change which alters any conditions of the contract plans and specifications or provisions.

3-3. Date Fields. Five specific types of dates for any one milestone are used (dates in Oracle AMPRS stand alone and are no longer in sets of four); these are the Original Schedule, Current Schedule, Expected, Actual, and Annual Forecast Dates. Generally the appropriate programming or authorizing agent will provide policy guidance as to timeliness of input for all dates and establishment and maintenance of "Original" dates if no specific guidance is provided in the data item definition. Format is YYMMDD where YY = year, MM = month, DD = day (day 00 should never be used). The following generalized definitions will be applicable for the date described.

a. Actual Date. This date field will remain blank until the action indicated has actually occurred, at which time this Data Item is mandatory.

b. Current Schedule Date. This date field will reflect the officially recognized date to which the design/construction agent is committed. It must be updated on a timely basis to reflect any official changes in the action described.

c. Expected Date. This date field may be the same as the "Current Scheduled" date but differs in the respect that it should be managed at the district/operating division working level and reflect pending and anticipated changes as soon as they are identified. The date is forward looking and should be free from approval constraints.

d. Original Schedule Date. This date will be the initial or baseline date as established by the proper delegated authority. The appropriate programming or authorizing agent will establish criteria for input of selected "Original" dates and conditions for any change.

e. Annual Forecast Date. On a periodic basis HQUSACE will ask the MSC to establish realistic milestone dates, i.e., the Annual Forecast of Contract Awards (0355), for performance measurement and for review at Command Management Reviews (CMR).

3-4. Amount Fields. The following generalized definitions will be applicable for use in the AMPRS Data Dictionary.

a. F&A AMPRS Interface. Certain amount fields are retrieved through the F&A AMPRS Interface. The AMPRS F&A Interface Program is used for the military program only.

(1) Funds Received. Total amount of funds available for obligation for a project or sub-project, or a specific task, milestone or life cycle phase of the project/sub-project. Upon fiscal completion, this field will be equal to expenditures and excess funds will be returned to the authorizing agency.

(2) Funds Obligated/Committed. Both F&A obligations and commitments are combined into this field. Commitments (unawarded) are defined as funds reserved administratively for future obligations and expenditures for a specific purpose and are based on firm procurement directives, orders, or requests that authorize the creation of obligations without further approval by the official responsible for certifying the availability of funds. Pending contract modifications or reservations of funds for purchases of supplies or services are considered commitments. Committed funds generally are not available for other purposes, however, if the requirement for which the funds were committed should be cancelled or otherwise overtaken by events, the commitments of funds for that purpose may also be cancelled. Obligations are amounts of orders placed, contracts awarded, services rendered, and similar transactions made during a given period which will require payments during the same or future period. Commitments become obligations when supported by documentary evidence that an outlay of funds will be required, i.e., a signed contract or contract modification, an order or contract for supplies or equipment, a commitment to pay hired labor, etc. This data will be extracted from the COEMIS F&A data base, and upon fiscal completion, obligations, and expenditures should be equal.

(3) Funds Expended. Amount of funds expended, i.e., cost or accrued for a project or sub-project, task, milestone, or life cycle phase as reflected in the finance and accounting records. Upon fiscal completion funds received, expenditures, and obligations should be the same.

b. Estimated Amount. Best estimate of funds required by the Corps for the project, sub-project, or task. Prior to financial closeout the estimated amount should be equal to total funds received, committed, obligated and expended by the Corps.

### 3-5. Terms Applicable to Design Effort.

a. Primary Services (Pure Design). Used for the MILCON program only. That portion of the total design effort that relates only to the production and delivery of designs, plans, drawings, and specifications (see data item 0125).

b. A-E Services. This term is used in AMPRS to include all contract work prior to construction. A-E services include, but are not limited to, all contracts (primary and support) for development of plans and specifications, planning documents, feasibility studies, investigations, general and feature design memoranda, and surveys (see data items 0105 and 0052).